

NIBRS DATA ELEMENTS

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2 Incident Number	27 Sex (of Victim)
3 Incident Date/Hour	28 Race (of Victim)
4 Cleared Exceptionally	29 Ethnicity (of Victim)
5 Exceptional Clearance Date	30 Resident Status (of Victim)
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INCIDENT

1 ORI Number - This is the unique nine-character NCIC Originating Agency Identifier (ORI) Number that has been assigned to each agency. The ORI Number is generated automatically by the software application.

2 Incident Number - This number is assigned by the software application to uniquely identify an incident.

3 Incident Date/Hour - This data element must be included in each Incident Report. It should be used to enter the month, day, year, and hour (MM/DD/YYYY/HH) when the incident occurred or started or the beginning of the time period (military time).

4 Cleared Exceptionally - This data element must be included in each Incident Report. It is used to indicate whether or not the incident was cleared exceptionally. If not, N = Not Applicable should be entered. In a multiple-offense incident, the exceptional clearance of one offense clears the entire incident. An incident cannot be cleared exceptionally if it was previously or at the same time cleared by an arrest.

5 Exceptional Clearance Date - If an incident was cleared by exceptional means i.e., a code other than N was entered into Data Element 4, the month, day, and year (MM/DD/YYYY) when the incident was cleared should be entered into this data element.

OFFENSE

6 IBR Code - Select the appropriate title-chapter, the IBR code will back fill with the appropriate IBR code.

7 Offense Attempted/Completed - Indicate whether each offense in the incident was completed or merely attempted. If there was more than one occurrence of the same UCR Offense within an incident and one was completed, then C = Completed must be entered.

8 Offender(s) Suspected of Using - This data element should be used to indicate whether any of the offenders in the incident were suspected of consuming alcohol or using drugs/narcotics during or shortly before the incident; or of using a computer, computer terminal, or other computer equipment to perpetrate the crime. Up to three entries can be made. If the reporting officer did not indicate that any of the offender(s) were suspected of using alcohol, computer equipment, or drugs/narcotics, then N = Not Applicable should be entered.

8A Bias Motivation - This data element should be used to indicate whether or not the offense was motivated by bias and, if so, what kind. Because of the difficulty of ascertaining the offender's subjective motivation, bias should be reported only if investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias against race, religion, disability, ethnicity, or sexual orientation.

Incidents that do not involve any facts indicating biased motivation on the part of the offender are to be reported as 88 = None, whereas incidents involving ambiguous facts (some facts are present but are not conclusive) should be reported as 99 = Unknown.

9 Location Type - This data element is to be used to report the type of location/premises where each offense took place. Only one location can be entered for each offense.

10 Number of Premises Entered - This data element is to be used only if the crime is 220 Burglary/B&E and the Hotel Rule is applicable. In such cases, the number of structures (premises) entered should be reported. This data element appears only under certain conditions.

11 Method of Entry - This data element should be used only if the offense is 220 Burglary/ B&E. It is for reporting whether Force or No Force was used by the burglar(s) to enter the structure. A forced entry is where force of any degree or a mechanical contrivance of any kind (including a passkey or skeleton key) was used to unlawfully enter a building or other structure. An unforced entry is one where the unlawful entry was achieved without force through an unlocked door or window. If both forced and unforced entries were involved in the crime, the entry should be reported as F = Force since the entry was accomplished through Force. This data element appears only under certain conditions.

12 Type Criminal Activity/Gang Information - This data element should be used to provide additional information on the criminal activity of the offender. Up to three types of activity can be entered for each of the offenses. This data element appears only under certain conditions.

13 Type Weapon/Force Involved - This data element should be used to enter the type(s) of weapon(s) or force used by the offender. Up to three types of weapons/force can be entered for each of the offenses.

31 Aggravated Assault/Homicide Circumstances - This data element should be used to describe the circumstances of either an aggravated assault or a homicide. Therefore, it should be used only with 13A Aggravated Assault and 09A-09C Homicide Offenses. This data element appears only under certain conditions.

32 Additional Justifiable Homicide Circumstances - This data element should be used to further describe the circumstances of a justifiable homicide. Therefore, it should be used only for 09C Justifiable Homicide (when either 20 = Criminal Killed by Private Citizen or 21 = Criminal Killed by Police Officer was entered into Data Element 31). Only one code can be entered. This data element appears only under certain conditions.

VICTIM

23 Victim (Sequence) Number - Each victim in an incident should be assigned a sequence number from 001 to 999. A separate Victim Segment containing Data Elements 23 through 35 should be submitted for each numbered victim. This is generated automatically by the software application.

24 Victim Connected to UCR Offense Code(s) - This data element should be used to link each victim to the up to ten most serious (as determined by the reporting agency) offenses which were perpetrated against him/her during the incident.

25 Type of Victim - The type of victim should be entered into this data element. Only one code should be entered for each victim.

26 Age (of Victim) - If the victim was a person (I = Individual was entered into Data Element 25 [Type of Victim]), his/her age should be entered into this data element.

27 Sex (of Victim) - If the victim was a person (I = Individual was entered into Data Element 25 [Type of Victim]), his/her sex should be indicated in this data element.

28 Race (of Victim) - If the victim was a person (I = Individual was entered into Data Element 25 [Type of Victim]), his/her race should be indicated in this data element.

29 Ethnicity (of Victim) - If the victim was a person (I = Individual was entered into Data Element 25 [Type of Victim]), his/her ethnic origin should be entered into this data element.

30 Resident Status (of Victim) - If the victim was a person (I = Individual was entered into Data Element 25 [Type of Victim]), his/her resident status (resident or nonresident) should be entered into this data element. A Resident is a person who maintains his/her permanent home for legal purposes in the locality (town, city, or community) where the crime took place. Concerning university/college campuses, only persons living on campus (in dormitories, etc.) would be considered residents if victimized within the confines of the school property; the crime should be reported by a campus law enforcement agency.

33 Type Injury - This data element should be used to describe the type(s) of bodily injury suffered by a person (I = Individual was entered into Data Element 25 [Type of Victim]).

OFFENDER

34 Offender Number(s) to be Related - This data element should be used, along with Data Element 35 (Relationships of Victim to Offenders), to report the relationships of the victim to offenders who have perpetrated a Crime Against Person or a Robbery against the victim.

35 Relationship(s) of Victim to Offender(s) - This data element should be used along with Data Element 34 (Offender Numbers to be Related) to report the relationship of the victim to offenders who have perpetrated a Crime Against Person or a Robbery against the victim.

36 Offender (Sequence) Number - Each offender in the incident should be assigned a sequence number from 01 to 99. A separate set of offender data should be submitted for each numbered offender. If nothing is known about the offender(s), 00 should be reported. This is generated automatically by the software application.

37 Age (of Offender) - The age of the offender should be entered either as an exact number of years, a range of years, or as unknown.

38 Sex (of Offender) - The sex of the offender should be indicated in this data element.

39 Race (of Offender) - The race of the offender should be indicated in this data element.

PROPERTY - OTHER

14 Type Property Loss/Etc. - This data element should be used to describe the type(s) of property loss, recovery, seizure, etc., which occurred in an incident. A separate Property Segment containing Data Elements 14 through 22 should be submitted for each type of loss/etc.

15 Property Description - This data element should be used to enter descriptions of the property that was burned, counterfeited, destroyed/damaged/vandalized, etc., as a result of the incident.

16 Value of Property - This data element should be used to enter the total dollar values of the property that was burned (includes damage caused in fighting the fire), counterfeited, destroyed/damaged/vandalized, recovered, seized, stolen, etc., as a result of the incident. An agency should report only the value of the property stolen in its jurisdiction. Likewise, the agency that originally reported the property stolen should reported value of the property recovered.

17 Date Recovered - If previously stolen property is recovered, the month, day, and year (MM/DD/YYYY) of its recovery should be entered into this data element. Accordingly, this data element should be used only if 5 = Recovered is entered into Data Element 14 (Type Property Loss/Etc.). If the recovery date is unknown, enter the date of the report.

PROPERTY - VEHICLES

18 Number of Stolen Motor Vehicles - This data element indicates how many motor vehicles were stolen in a Motor Vehicle Theft incident. Therefore, it should be used only if the offense is 240 Motor Vehicle Theft, 7 = Stolen was entered into Data Element 14 (Type Property Loss/Etc.), and 03 = Automobiles, 05 = Buses, 24 = Other Motor Vehicles, 28 = Recreational Vehicles, or 37 = Trucks was entered into Data Element 15 (Property Description). If the number is unknown, 00 should be entered. Motor vehicles taken as the proceeds of other offenses, i.e., Burglary, Fraud, Embezzlement, etc. should not be entered.

19 Number of Recovered Motor Vehicles - This data element indicates how many motor vehicles were recovered in a Motor Vehicle Theft incident. Therefore, it should be used only if the offense is 240 Motor Vehicle Theft, 5 = Recovered was entered into Data Element 14 (Type Property Loss/Etc.), and 03 = Automobiles, 05 = Buses, 24 = Other Motor Vehicles, 28 = Recreational Vehicles, or 37 = Trucks was entered into Data Element 15 (Property Description). If the number is unknown, 00 should be entered. Motor vehicles recovered as the proceeds of other offenses, i.e., Burglary, Fraud, Embezzlement, etc. should not be entered.

Designator - This data element designates the type of recovery for a Motor Vehicle Theft. Data values include -- stolen locally and recovered locally, stolen locally and recovered outside, and stolen outside and recovered locally.

PROPERTY - DRUGS

20 Suspected Drug Type - This data element should be used to identify the types of drugs or narcotics that were seized in a drug case. Therefore, it should be used only if one of the offenses in the incident was 35A Drug/Narcotic Violations, 6 = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and 10 = Drugs/Narcotics was entered into Data Element 15 (Property Description). It also should be entered if one of the offenses is 35A Drug/Narcotic Violations and 1 = None is entered in Data Element 14 (Type Property Loss/Etc.). This data element should not be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, Larceny/Theft, etc.

21 Estimated Drug Quantity - This data element should be used to indicate the quantity of drugs or narcotics seized in a drug case. Therefore, it should be used only if one of the offenses in the incident was 35A Drug/Narcotic Violations, 6 = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and 10 = Drugs/Narcotics was entered into Data Element 15 (Property Description). If the substance was sent to a laboratory for analysis, and a response has not yet been received, then 1 = None must be entered into Data Element 21 to indicate None. This is an interim report and should be later updated with the true quantity.

22 Type Drug Measurement - This data element should be used to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug case. Therefore, it should be used only if one of the offenses in an incident was 35A Drug/Narcotic Violations, 6 = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and 10 = Drugs/Narcotics was entered into Data Element 15 (Property Description).

This data element should not be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, and Larceny/Theft, etc.

ARREST

40 Arrestee (Sequence) Number - This number is assigned by the software application.

41 Arrest (Transaction) Number - This number is assigned by the software application to uniquely identify an arrest.

42 Arrest Date - This data element should be used to enter the month, day, and year (MM/DD/YYYY) that the arrest took place.

43 Type of Arrest - This data element should be used to indicate the type of apprehension.

52 Disposition of Arrestee Under 18 - This data element should be used only if the arrestee was 17 years of age or younger at the time of the arrest.

ARREST

Offenses Committed # []

Records Reg Traffic Property DB Checks IBR Reports Analysis Status RI Exit

F1 F2 F3 F4 F5 F6-Ins F7 F8 F9 F10

Errors Court Print Case Activity Exit

Arrest Booking Info **Offense** Victim Offender Witness... Property Alcohol Narrative Images

Offense #: 4 of: 3 Citation Ref. Num.: [] Off. Seq.: []

Jur: [] City: [] State: [] Zip: []

Site #: [] Loc.: []

Street: [] [] [] []

Int: [] [] [] []

Type: 20 Residence/Home/Apt./Condo Zone: X4 Lincoln Area

Offense

Occurrence Date: [] Time: [] Created by ID: [] Originated in Another Case? ☐

Complaint: [] Title - Chapter: [] Section: []

45 IBR Code: [] Description: []

(A)tttempted/(C)ompleted: C Fel/Mis/V/D [] Fine: [] Include on complaint form? ☒

Circumstances

Suspected of Using: [] [] []

Modus Operandi: [] [] [] []

Bias Motivation: [] []

Charge Expunged? ☐

*Be sure to check off box if originated in another case.

45 UCR Arrest Offense Code - The three-digit UCR Offense Code of the offense for which the arrestee was apprehended should be entered into this data element. If the arrestee was apprehended for more than one offense, the reporting agency must determine which was the most serious offense and enter it as the arrest offense.

***Important Note:** An important function of the system is to accurately count crimes committed. In a case where there is both an Incident Report and an Arrest Report, the crime would be counted twice if the cases are not linked to each other.

- 1.) On the Arrest Tab of the Arrest Report be sure to enter the Case Number of the Incident Report that you want to link to the Arrest report.
- 2.) On the Offense tab of the Arrest Report, be sure to check off the box "Originated in Another Case" if it is not already checked off.

ARREST

Vitals Information # []

Records Reg Traffic Property DB Checks IBR Reports Analysis Status RI Exit

F1 F2 F3 F4 F5 F6 -Ins F7 F8 F9 F10

Vitals **Description** **Scars/Marks/Tatoos/Mo's** **Alias** **Gang/Family/Job/Birthplace** **Associates** **Exit**

Runaway? ☐ Suicidal? ☐ Sex Offender? ☐

Name And Address

Name L: [] F: [] M: [] []
 Jur: [] City: [] State: [] Zip: []
 Street: [] [] [] []

Personals

Telephone: [] SSN/Sys: 000044633 DOB: 08/08/1978 Age: 23
 Race: W Sex: M Ethnicity: H Resident Status: N

Finger Prints, State/Fed/NCIC Information

Printed? ☒ Photoed? ☒ R Hand: [] L Hand: [] Henry: [] [] [] / []
 St ID: [] FBI ID: [] License State: RI Num: []
 Arresting Offense: 1 Armed With #1: 01 Armed With #2: []

46 Arrestee Was Armed With - This data element should be used to indicate whether the arrestee was armed with a commonly known weapon at the time of his/her apprehension. Up to two entries can be made.

47 Age (of Arrestee) - The age of the arrestee should be entered either as an exact number of years, a range of years, or as unknown.

48 Sex (of Arrestee) - The sex of the arrestee should be indicated in this data element.

49 Race (of Arrestee) - The race of the arrestee should be indicated in this data element.

50 Ethnicity (of Arrestee) - The ethnic origin of the arrestee should be entered into this data element.

51 Resident Status (of Arrestee) - Whether the arrestee was a resident or nonresident should be entered into this data element. A Resident is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city, or community) where the crime took place.

ARREST

The screenshot displays the 'ARREST' software window. The title bar reads 'Reference Additional Incidents #'. The menu bar includes: Records, Reg, Traffic, Property, DB, Checks, IBR, Reports, Analysis, Status, RI, Exit. The toolbar contains function keys F1 through F10, each with a corresponding icon. Below the toolbar is a row of buttons: Arrest, Booking Info, Offense, Victim, Offender, Witness..., Property, Alcohol, Narrative, Image. A second row of buttons includes: Refer to Incidents, Re-Open, Errors, Court, Print, Case Activity, Exit. The main form area has two input fields: 'Arrest Number:' and 'Main Incident Number:'. To the right of the 'Main Incident Number' field is a dropdown menu labeled 'Action For Main Incident:' with the value 'N' selected. Below these fields is a table with 10 rows. Each row has an 'Additional Incident:' label, an input field, and a checkbox labeled 'Add Information To Arrest?'. The table is scrollable, as indicated by a vertical scrollbar on the right.

44 Multiple Arrestee Segments Indicator - This data element should be used to ensure that an arrestee is counted (scored) only once when the arrestee's apprehension causes the arresting agency to submit two or more Arrestee Segments concerning separate Group "A" Incident Reports. That is, the arrestee was involved in more than one crime incident and his/her arrest data are duplicated in each Group "A" Incident Report. In such a situation, C = Count Arrestee should be entered into one of the Arrestee Segments, and M = Multiple should be entered into all of the remaining Arrestee Segments. If the arrestee's apprehension does not cause the arresting agency to submit multiple Arrestee Segments, N = Not Applicable should be entered.